

RS-M-7  
9 December 1953

REFERENCE SUBCOMMITTEE OF THE ADVISORY COMMITTEE ON FOREIGN LANGUAGE  
PUBLICATIONS.

25X1A6a

Minutes of Meeting held in the CIA Library, [REDACTED]  
Washington, D. C., OCD Conference Room, 1000-1145 hours.

PRESENT:

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[REDACTED] CIA Librarian, Chairman  
[REDACTED], CIA Library, Secretary  
[REDACTED], CIA

[REDACTED] CIA  
[REDACTED], CIA  
[REDACTED] CIA

Lt. Col. George G. Maxfield, Doc. Ly., G-2  
Miss Virginia M. Floyd, Doc. Ly., G-2  
Mr. Lewis M. Bright, LR, State  
Mr. Arthur B. Berthold, LR, State  
Captain Robert C. Laidlaw, USAF  
Mrs. Katherine C. Walford, ONI  
Mr. Walter E. Larson, ONI

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[REDACTED]

Approval of Minutes.

1. The minutes of the meeting of 21 October 1953 (RS-M-6)  
were approved.

Survey of Lexical Materials.

2. Manuscripts for the inventories of Russian, Rumanian, Czech,  
Hungarian, Japanese and Byelorussian lexical materials have been  
completed and are being prepared for issuance. It is expected that  
these inventories will be distributed during the next six weeks. The  
Subcommittee recommended that the preparation of the remaining language

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inventories be done on an "as-needed" basis. Tab A lists the remaining languages which were considered for inventory by the Advisory Committee on Foreign Language Publications. During the next period Subcommittee members will study the use and value of the inventories completed with a view toward determining the actual need for continuing the project and the priorities to be considered.

AFOIN-CIA Joint Indexing Program.

3. Captain Laidlaw reported that the CIA Library indexing of Air Force document ozalid masters is proceeding satisfactorily and response to the program has been favorable. It is intended that this program eliminate the establishment of separate indexing systems by various components of the Air Force. [REDACTED] reported that publication of the CIA Library's Intelligence Subject Code has been postponed to 15 January 1954.

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Interlibrary Loan Working Group.

4. Mr. Larson, Chairman of the Working Group, reported that the problem of microfilming single-copy enclosures was under discussion. It was indicated that:

Air Force has facilities and plans for microfilming incoming reports; CIA is currently microfilming single-copy enclosures and plans to expand the program; ONI has investigated the problem and plans to microfilm each enclosure at the time a loan request is received; Army and State have no current plans in this area.

CIA Document Filming Program.

5. [REDACTED] reported that the arrival of the rapid printer for microfilm has been delayed. Discussion of the document microfilming program was postponed until the next meeting.

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Exploitation Subcommittee.

6. [REDACTED] Chairman of the Subcommittee on Exploitation of Foreign Language Publications, reviewed their activities. The problem of exploitation is being considered on a country or area basis with the exception of materials in the fields of science and technology in this order: USSR, China; science and technology; Eastern Europe; Far East; Near East; and Western Europe. The varied needs of the agencies require that for each area a determination should be made of current facilities available for exploitation and what CIA should do under the terms of NSCID-16, paragraph 3.

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For USSR publications, it has been determined that State Department has facilities for general exploitation but needs from the central facilities semi-annual collations of specific current information.

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Army and Navy have facilities to exploit certain periodicals of direct interest to them, but rely on central facilities for the exploitation of newspapers, general periodicals and monographs to produce monthly compilations of information on order of battle and military and naval personalities and quarterly collations of all other types of information of interest to them.

Air Force uses the Air Information Division at the Library of Congress as its major exploitation facility and requires specific projects only to be done by the central facility.

The CIA desires FDD to produce: (a) reference aids (in supplement of that produced by current facilities) with annotations and/or abstracts of periodical articles or monographs; (b) specific projects to supplement research programs in such fields as economic, geographic and political intelligence. In addition, FDD is responsible for the coordination of external facilities with CIA facilities. [REDACTED] 25X1A9a indicated that the decreasing availability of exploitation facilities means increased reliance on the central group for this service.

Procurement Subcommittee.

25X1A9a 7. [REDACTED] Chairman of the Procurement Subcommittee of the NSCID-16 Advisory Committee on Foreign Language Publications discussed the general responsibilities of his group. Background studies regarding publication procurement in the State Department and in CIA have been prepared. With the discontinuance of the foreign publication program in State, the responsibility for continuing these activities was assumed by the CIA Library, Foreign Branch, in September 1953. Foreign Branch is responsible for the coordination and direction of the publication procurement program through the Foreign Service and for the distribution to the various agencies of materials received. In addition to procurement, receipt and distribution of foreign language publications, Foreign Branch provides circulation and reference service on the materials in its collections which include some 40,000 captured documents in addition to current receipts.

25X1A9a The publication procurement officer activity which began in 1945 with [REDACTED] has been supported by as many as [REDACTED] 25X1C4d [REDACTED], but for budgetary reasons has now been reduced to five posts: [REDACTED] Various attempts have been made to obtain funds to expand the PPO program this year without success. For this reason it is necessary to use economic or other reporting officers in the embassies as ad hoc PPOs to maintain minimum service.

Various projects to support procurement activities are under way. A preliminary list of CIA holdings of USSR serials is nearly ready for publication. It is planned to make this an eventual IAC union list. A central serial record is being established for IAC receipts. Copies of

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collection directives are being collected. Dossiers are being compiled on each Foreign Service Post to reflect the capabilities of individuals on the staffs to act as ad [REDACTED], and to contain information on the local book trade, publishing regulations, etc. These dossiers are designed to aid in the selection of the best individuals, places and methods for the local publication procurement operation.

State/LR Bibliographical Clearinghouse.

8. Mr. Berthold reported that IR plans to expand its bibliographical information file to include university and research bibliographical efforts. However, the classified section devoted to IAC and related materials will continue to be handled separately.

9. The next meeting will be held 13 January 1954 in the CIA Library, [REDACTED], OCD Conference Room at 1000.

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Languages to be considered in the lexical inventory project:

	TAB A
Korean	Kazakh
Serbo-Croatian	Kirghiz
Slovak	Sinhalese
Slovenian	Georgian
Baltic languages	Uzbek
Albanian	Turkmen
Indonesian	Marathi
Burmese	Malayalam
Vietnamese	Telugu
Arabic	Azerbaijani
Turkish	Kurdish
Thai	Tatar
Persian	Baskir
Tagalog	Chuvash
Malay	Oriya
Pushtu	Punjabi
Mongolian	Sindhi
Tibetan	Tadjik
Urdu	Visayan
Hindi	Ilocano
Amharic	Bengali
Hebrew	
Cambodian	